

## **POOL SUPERVISOR**

### *Class Definition*

Under general supervision, supervises the staff and programs of a swimming pool facility.

### *Distinguishing Characteristics*

Pool Supervisor is the supervisory level of the lifeguard series. An incumbent is responsible for the operation of a pool facility. This class is distinguished from the higher level class of Recreation Supervisor in that the latter has broader administrative and supervisory responsibility. Pool Supervisor is differentiated from the lower level class of Senior Lifeguard, in that the latter is supervised by a Pool Supervisor.

### *Typical Tasks*

(This list is neither inclusive nor exclusive. Consequently, this information does not reflect Essential Functions for this class.)

Directs the program and supervises staff of the pool.

Prepares reports on activities, personnel and expenditure items as required.

Responsible for establishing operating procedures including rules, regulations, records, reports, maintenance and operation.

Assigns and supervises staff in registration procedures of patrons in various aquatic classes offered.

Records receipts and accounts for fees paid by patrons and makes reports on attendance and activities of the pool.

Performs related duties as required.

### *Knowledge, Abilities and Skills*

Ability to test water for acid and chlorine.

Ability to use lifesaving techniques to rescue swimmers.

Ability to maintain records and order supplies.

Ability to establish and maintain effective working relationships with those contacted in the course of work.

Ability to deal effectively with emergency situations.

Skill in aquatic strokes.

*Necessary Special Requirements*

Requires Lifeguarding, first-aid and CPR-PR certificates as issued by the Red Cross within 60 days of appointment.

APPROVED: \_\_\_\_\_  
Director

DATE: \_\_\_\_\_